

COVID Risk Assessment – ALL YEAR GROUPS – September 2021

Location / Site	Insert location and site where activity taking place
BROOM BARNS SCHOOL	
Activity / Procedure	Insert name/type of activity or procedure being assessed
When school is open to pupils following the easing of Covid measures.	
Assessment date	Insert date when assessment is being carried out
September 2021	
Assessment serial number	Insert local serial/identification number for future reference

Identify people at risk	YES or NO
Employees	YES
Children	YES
Visitors	YES
Contractors	YES

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Lack of well ventilated spaces resulting in direct and indirect transmission of the virus.	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Ensure good ventilation in each classroom and other areas of school all day. 2. Open external windows, internal doors and external doors if they are not fire doors. 3. Balance the need for increased ventilation while maintaining a comfortable temperature. 4. All P.E. lessons to take place outside. If, for any reason, this is not possible, please speak to a member of the SLT. 5. Give particular consideration to ventilation when holding events where visitors such as parents are on site, for example school plays/assemblies. 	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Poor hygiene resulting in and indirect transmission of the virus	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Ensure children wash their hands with soap and water for 20 seconds when they enter school, 	

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before and after break, before and after lunch, before they go home, after using the toilet and any time they cough or sneeze. ‘catch it, bin it, kill it’.

2. Small children and pupils with complex needs may need to be helped to clean their hands properly.
3. Extra signs in toilet re washing hands.
4. Wedges for the toilet external toilet doors if not fire doors.
5. Extra soap and paper towels ordered to ensure we do not run out.
6. Outside toilet cleaned by designated staff throughout the day.
7. Staff working with pupils who spit uncontrollably may want more opportunities to wash their hands than other staff. Pupils who use saliva as a sensory stimulant or who struggle with ‘catch it, bin it, kill it’ may also need more opportunities to wash their hands.

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Insufficient cleaning regimes resulting in indirect transmission of the virus.	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<p>Toilets in classrooms to be cleaned, by class staff throughout the day. Cleaners will clean toilets after school.</p> <p>Tables, door handles and other surfaces cleaned with anti-bacterial cleaner as per cleaning schedule.</p> <p>Computers to be cleaned by teachers before and after each teaching session.</p> <p>Ensure bins for hand towels are not overflowing.</p> <p>Photocopiers to be cleaned before and after each use.</p>	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Emotional distress of the children/ Concerns of staff	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Individual risk assessments for children with special educational and behavioural needs if necessary. 2. Transition-Vulnerable children invited to visit their classes for an afternoon before they start back to school. 3. The pastoral care worker will work with identified children suffering emotional distress. 4. Family support worker to work with families over concerns. 5. The Education Support Partnership provides a free helpline for school staff and targeted support for mental health and wellbeing. 6. Posters displayed in the staff room to include support lines for staff. 7. Teachers can also access the free MindEd learning platform for professionals, which contains materials on peer support, stress, fear and trauma, and bereavement. MindEd have also developed a COVID-19 staff resilience hub with advice and tips for frontline staff. 	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
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Risk of illness of vulnerable staff pupils and family members through direct and indirect transmission of the virus	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<p>CEV people are no longer advised to remain at home. Individual risk assessments are written for vulnerable staff. Staff and pupils are able to wear masks if they wish to do so. All CEV children should attend school unless they are under paediatric or other specialist care and have been advised by their GP or clinician not to attend.</p>	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Risk of spreading virus due to close contact with children – 1:1 resulting in direct transmission of the virus	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Masks/ purchased if needed. 2. Extra disposable aprons ordered. 3. Extra gloves ordered. 4. Personal care i.e. nappy changes. – PPE (mask, face shield, gloves and apron.) 5. When administering first aid gloves to be worn at all times. 6. If child has temperature or new and continuous cough – child taken to COVID isolation room (staff to keep 2 metre distance when escorting them or wear PPE.) Staff to put on PPE and take temperature. If child has temperature or new cough then inform office and parents will be contacted. If the child needs to use the toilet, they should be taken to the disabled toilet. Staff in PPE to stay with child until parent arrives. Siblings also sent home. Parent told to get test and keep children off school until test has been returned. The disabled toilet and Covid isolation room to be cleaned thoroughly with anti-bacterial liquid Member of staff who was with child – removes PPE in disabled toilet and places it in the bin. Wash hands and use hand gel. (Staff can return to work after this procedure.) 	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
Risk of exposure to Covid 19 from an individual who is unwell, has symptoms of Covid, has a family member who does or has recently visited countries outside the common travel areas.	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Pupils, staff and other adults must not enter school if they have Covid 19 symptoms. A test must be arranged and must take place. Parents/staff must inform school of the test outcome immediately. If the test is positive the pupil/staff member must complete 10 days self-isolation. <ol style="list-style-type: none"> 1. Pupils, staff or other adults who develop the following symptoms: a new continuous cough, high temperature, or have a loss of, or change to, their normal sense of taste or smell, during the day at school, must be sent home take a PCR test and they do not return to school until they have a negative result. Parents/staff must inform school of the test outcome 	

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- immediately.**
2. Pupils are legally required to quarantine if they have recently visited countries in the red areas.
 3. If a Covid test result is received on a weekend, families **must inform school by 9am on the Monday morning.**
 4. Participating staff will continue to test themselves using Lateral Flow Devices to support the return to face-to-face education. Testing remains voluntary but is strongly encouraged.

Name of assessor	Signature of assessor	Date
Jackie Phillips	<i>J Phillips</i>	September 16 th 2021

Manager's comments	Insert comments relevant to assessment as appropriate

Name of manager	Signature of manager	Date
Jayne Currant	<i>J Currant</i>	September 16 th 2021

Risk assessment review 1	
Date	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review Mrs Currant, Mrs Phillips, Mrs Hogan	
Signature of those involved in the Review <i>Jayne Currant, Jackie Phillips, Louise Hogan</i>	

Risk assessment review 2	
Date	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	

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Who was involved in the Review
Signature of those involved in the Review

Risk assessment review 3	
Date	After first week
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review	
Signature of those involved in the Review	

Risk assessment review 4	
Date	After second week
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review	
Signature of those involved in the Review	

Risk assessment review 4	
Date	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review	
Signature of those involved in the Review	

Risk assessment review 5	
Date	

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CHANGES TO CONTROLS MEASURES AND OR HAZARDS
Who was involved in the Review
Signature of those involved in the Review

Risk assessment review 6	
Date	
CHANGES TO CONTROLS MEASURES AND OR HAZARDS	
Who was involved in the Review	
Signature of those involved in the Review	